

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER BOARD OF
DIRECTOR'S MEETING**

JULY 12, 2018

PRESENT: Larry Epstein, Pat Finder-Stone, Bev Bartlett, Mary Johnson, Linda Mamrosh, Arlie Doxtater, Debi Lundberg, Tom Smith, Amy Payne, Melanie Maczka, Megan Borchardt, Sam Warpinski

ABSENT:

EXCUSED: Mary Derginer , Randy Johnson

ALSO PRESENT: Debra Bowers, Kristin Willems, Devon Christianson, Christel Giesen, Laurie Ropson, Jeremy Slusarek, Kimberly Gould, Anna Zahorik, Therese Barber-Buch, Allyson Krass

The meeting was called to order by Chairperson Epstein at 8:32 a.m.

PLEDGE OF ALLEGIANCE

INTRODUCTIONS:

ADOPTION OF THE AGENDA:

Ms. Finder-Stone/Ms. Bartlett moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF MEETING OF May 24, 2018:

Mr. Smith/Supervisor Borchardt moved to approve the amended minutes of the regular meeting of May 24, 2018. **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC: None

FINANCE REPORT:

A. REVIEW AND APPROVAL OF MAY, 2018 FINANCE REPORT:

Ms. Bowers reviewed the May 2018 Finance Summary.

Ms. Johnson/Ms. Lundberg moved to approve the May 2018 finance report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS:

Ms. Bowers stated there was a \$5000.00 restricted donation designated for the Grounded Café' and another designated for general programming for \$50.00 in May, 2018

EXECUTIVE & FINANCE COMMITTEE REPORT:

Mr. Epstein explained that Finance 101 was covered at the Executive & Finance Committee meeting on June 28, 2018. The Committee also reviewed and approved the 2019 preliminary budget although many line items are estimates as budget funding dollars from other sources are still outstanding.

DIRECTOR'S REPORT: 2019 BUDGET MEETING

A. UPDATE ON PULASKI AND DENMARK COMMUNITY CONVERSATIONS:

Ms. Christianson provided the history and background for each community and updated the ADRC Board on discussions with the Denmark and Pulaski Communities that have taken place

over the last year as congregate meal participation is low. Ms. Christianson explained the intent going into discussions for both communities was the same; to have each community determine which programs and services were most valued. It was determined in both communities that there is no longer interest in having congregate meal program.

Pulaski has determined that the community does value the inclusion of the Home Delivered meal program as well as the resources and services that the ADRC provides at the Senior Center and the community is committed to raising funds to keep the Senior Center open.

Ms. Bartlett/Ms. Maczka moved to approve discontinuing the congregate meal program in Pulaski effective January 1, 2019. **MOTION CARRIED.**

The discussions in Denmark have been more challenging. The ADRC has come to the conclusion it would be best for Denmark if the ADRC continues the mission to provide home-delivered meals to those in the community that need them in a different location. The ADRC is committed to be present and engaged with those in the community that want to be engaged. There are very committed people/leaders in Denmark that have been involved in discussions and they are looking forward to coming together themselves to find solutions for their challenges.

Ms. Christianson referred to the handout distributed that outlines an alternate plan by proposed leaders on the task force in Denmark including; Pastor Andy, Teri Gajeski and Lori Wagner from Neighborhood Partners project (with which the ADRC has also been involved for the past 6 years)

- They have proposed that the ADRC deliver home delivered meals out of Our Savior Lutheran Church in Denmark.
- Teri Gajeski is the volunteer that is stepping forward to identify Denmark volunteers at the senior center that will work to keep the social programs available in that location..
- July 10, 2018 to Sept 30, 2018 The ADRC will continue to bring prepackaged meals to Senior Center location. Ms. Wagner will step in for this time, as an ADRC temp, to help the ADRC transition to Our Saviors and to create stability in the Home-Delivered Meal program in 2019.
- Move the HDM operation to Our Savior Lutheran church from September through December 2018 with the support of Lori Wagner.
- In 2019, the ADRC relationship would be with Our Savior Lutheran Church. The ADRC would provide assistance through expenses at the church to support the administration of home delivered meals going forward.

The ADRC feels that the leaders in Denmark will be able to assist their community in moving through these changes. Additional conversation ensued. Ms. Christianson has assured Denmark that the ADRC is not walking away from their community. The ADRC will continue with HDM program and with Information and Assistance/Benefit Specialist/Dementia Care Specialist office and home visits.

Mr. Smith/Ms. Payne moved to approve discontinuing the Denmark Congregate Meal program effective immediately. **MOTION CARRIED.**

Ms. Maczka/Mr. Smith moved to approve notification of Denmark non-Profit Housing Corporation of ADRC's intent to terminate the current agreement effective September 2018. **MOTION CARRIED.**

Ms. Bartlett/Supervisor Borchardt moved approve the ADRC to work with Brown County Corporation Counsel and Our Savior Lutheran Church to enter into an agreement to distribute homebound meals from their location effective September 2018. **MOTION CARRIED.**

B. 2019 BUDGET REVIEW, DISCUSSION, APPROVAL

Ms. Christianson provided an overview of the 2019 preliminary budget. Ms. Christians also explained that some changes have been made since the Executive and Finance Committee meeting as additional information on funding dollars has been received. Ms. Christianson pointed out Café' expenses and how they were integrated into the budget. Originally when Ms. Christianson had presented the preliminary budget to the Executive & Finance Committee, it was communicated that the ADRC would need funds from Net Assets in order to have a balanced budget in 2019. In lieu of new information, Ms. Christianson is happy to report that the updated preliminary budget for 2019 is balanced without the need to pull from Net Assets. Highlights included in the 2019 preliminary budget include:

- Wildcards (unknowns) include:
 - Reallocation at State Levels, ADRC anticipates decreases
 - Reallocation project regarding ADRC dollars. Anticipating decreases in 2020.
 - MA Claiming. New reporting has changed allocations that ADRC is drawing down from Medicaid with not enough data for projections.
- The addition of a Rural Outreach Nutrition position to connect with rural communities in Brown County.
- Included projections for Grounded Café' in 2019 budget
- Payments for Nutrition for Managed Care recipients is helping to reinvest in the program
- Elimination of Congregate dining in Pulaski Community effective January 1, 2019.

Ms. Johnson/Ms. Bartlett moved to approve 2019 draft budget as submitted. **MOTION CARRIED**

LEGISLATIVE UPDATES:

Ms. Giesen shared federal legislators voted on paid FMLA benefits. There is 2 weeks for people to provide input.

Ms. Finder-Stone shared that CMS is requesting public comment on the Senior Care Waiver program from July 5th to August 4th, 2018.

ANNOUNCEMENTS:

New ADRC I&A worker Anna Zahorik introduced herself to the ADRC Board of Directors. Supervisor Borchardt appreciates public attendance at the Brown County Board meetings.

NEXT MEETING – The next meeting will be August 23th, 2018 at 8:30 a.m. at the ADRC.

ADJOURN:

Ms. Maczka/Mr. Smith moved to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 10:02 a.m.

Respectfully submitted,

Kristin Willems,
Administrative Services Coordinator